



DEPARTMENT OF THE ARMY
411th BASE SUPPORT BATTALION
UNIT 29245
APO AE 09102

IMEU-HES-ZA

24 March 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Environmental Quality Control Committee (EQCC) Meeting Minutes, 23 March 2005

1. The Second Quarter FY 2005 Environmental Quality Control Committee (EQCC) Meeting was called to order at 1330 hours, in Building 4219 on Tompkins Barracks. Mr. Welch, 411th Base Support Battalion (BSB) Environmental Division (ED) Chief, welcomed the attendees present. Various DPW staff members then briefed the following program areas:

a. Environmental Management System (EMS) – Ms. Catherine Osborne-Flesch announced the three Significant Impacts of 2005 determined by the Cross Functional Team (CFT) for the 411th BSB:

1. Energy Consumption;
2. Solid Waste Generation in Units and Administrative Areas; and,
3. Vehicle Utilization (both non-tactical vehicles and privately owned vehicles).

She presented a list of proposed draft Objectives and Targets for each of these Impacts in order to provide detailed examples of the types of goals and metrics which would be set for the tenant units and organizations of the BSB. She went on to explain that EMS Programs would be developed by the CFT in cooperation with the Media Program Area Managers (i.e Recycling Coordinator, Directorate of Logistics (DOL), etc.) for each of the identified Significant Impacts; the EMS Programs would present a plan and assign resources and an individual responsible for tracking and achieving the established goals and objectives.

Ms. Osborne-Flesch next presented the summary of the outcome of the EMS Audit conducted by United States Army Center for Health Promotion and Preventive Medicine (USACHPPM) during the week of 07-11 March 2005. During the out-brief, the USACHPPM representatives informed the 411th BSB Command that their EMS program was the furthest along of any Army base within CONUS or OCONUS in meeting both the 2005 and 2009 Department of the Army metrics. She informed the EQCC members that although the program was praised by the audit team, the USACHPPM representatives had made it very clear that continued emphasis on the program, specifically in providing Command support and emphasis on unit participation in the EMS training, would be necessary to maintain the program at its current level. The audit team emphasized the importance of ensuring that all inhabitants of the Heidelberg Military Community (including Army personnel, contractors and military dependents) were instructed on the EMS and were made aware of the commitments required from them as detailed in the 411th BSB's Environmental Policy Statement.

b. Environmental Performance Assessment System (EPAS) – Ms. Osborne-Flesch briefed the EQCC on the FY05 Internal EPAS that is currently being conducted within the BSB. She informed the attendees that the date of completion and the methods of performing the audit had been adjusted to meet requirements by the Installation Management Agency – Europe (IMA-E) which calls for all audits conducted in FY05 to utilize the IMA-E developed computer software database (called IPAS) to track and complete the internal audits. Ms. Osborne-Flesch explained that each Environmental Media Area Program Manager had been trained on the use of the database and would be responsible for entering the findings for his or her specific areas of responsibility. The ED would be responsible for monitoring the database and ensuring that it was being properly maintained and for issuing the final reports on the root causes of the findings at the end of the audit period (targeted for 30 September 2005). The ED would then work with the Environmental Media Area Program Managers to generate Corrective Action Plans for all unresolved findings at that time.

c. EPR/EQR – Mr. Welch provided a brief informational discussion on the two programs (Environmental Program Requirement (EPR) and Environmental Quality Report (EQR)) to ensure that all members of the EQCC understood the acronyms being discussed. Mr. Welch explained that the EPR program allows the ED to program for required funding based on the needs and future plans of the tenant units and organizations within the Heidelberg Military Community. He continued his explanation by then indicating that the EQR was a report that, when properly completed, would help determine all possible environmental impacts associated with the projects (regardless of whether they were construction, renovation or upgrade projects) being conducted within the 411th BSB in order to help ensure that proper pre-planning was conducted to minimize or prevent those impacts from occurring. He emphasized that both programs are important tools that all commanders should be aware of in order to help meet their environmental requirements with the aid of the ED. Mr. Welch summarized by informing the attendees that both programs were in compliance with meeting the deadlines for submission to IMA-E.

d. Earth Day 2005 – Mr. Welch reminded the EQCC attendees that Earth Week 2005 (18-22 April 2005) was approaching and informed the members of the activities scheduled to occur during that week. He also encouraged those organizations that have yet to make plans for celebrating Earth Day to utilize simple ideas in encouraging employee participation (such as recognizing individuals with praise or certificates for environmental excellence and having office labeling of trash containers to ensure they were being used for recyclable materials, etc.) and to contact the ED staff for assistance or ideas.

e. Asbestos/ Artificial Mineral Fibers (AMF) – Mr. Johannes Haid presented an update of the Artificial Mineral Fibers (AMF) Survey at Patrick Henry Village (PHV) and Mark Twain Village (MTV) and explained that the project is being conducted with close cooperation with the Housing Division and the tenant community. Mr. Haid informed the EQCC that the project would be completed in October 2005 at which time the results would be made available to interested parties. Mr. Haid then discussed the status of conducting the Asbestos Re-Surveys on the buildings within the BSB that have been previously identified as containing Category II materials. Mr. Haid stated that the re-survey of the Category II material-containing buildings on

MTV would be completed on 01 April 2005 and that the inspection had so far confirmed contamination or potential contamination in 15 buildings in areas already placed off-limits to the public. Mr. Haid then presented the proposed corrective action for these areas and explained that the cost would be approximately \$900,000. In summary, Mr. Haid explained that only four areas were currently in compliance with the requirements for conducting the re-surveys every 2 years. Mr. Haid explained that of the remaining kassernes, 13 have been out of compliance with this requirement since 2004 and 3 have been out of compliance since 2002. Funding has been requested to address these non-compliances, but have yet to be received. The approximate cost of addressing these deficiencies is estimated to be \$90,000.

f. Hazardous Waste – Mr. Albert Amberger provided a graphical representation of the BSB's Hazardous Waste disposal during the time period from 1996 to 2006 to demonstrate that the Hazardous Waste reduction goals established by DoD are being met. He then followed up by discussing the e-mail from IMA-E, which he had distributed to each of the participants, which informed the unit commanders that the directive from IMA-E for implementation of the Generator Pays principle to be delayed until FY08. Mr. Amberger informed the EQCC attendees that each unit requiring over \$500 of Hazardous Waste disposal after FY08 would be responsible for programming to pay for their own costs; any unit falling under this threshold would have the costs of disposal paid for by the BSB Directorate of Public Works (DPW). Mr. Amberger then presented a slide showing the actual costs for disposal of unit hazardous waste during 2004 in an attempt to provide each commander with a general idea of the amount of money that programming for Generator Pays would require for their individual units based on the activities conducted within the last year. He emphasized that these values could not be assumed to represent the actual amount that would be necessary in FY08 and cautioned the commanders that changes in operations or missions could either increase or decrease the cost of disposal for which they would be responsible for.

g. Environmental Training – The final slide presented by Mr. Amberger discussed the requirement for ALL units to appoint an Environmental Compliance Officer (ECO), regardless of whether they dealt with Hazardous Materials or Hazardous Waste. The ECO is the person within each unit that serves as the point of contact (POC) for the unit with the environmental office and deals with all environmental issues, including, but not limited to, Pollution Prevention, Hazardous Materials, the Environmental Management System (EMS), and Solid Waste. Mr. Amberger informed the attendees that the IMA-E sponsored mandatory training for ECOs would be held during the week of 26-30 September 2005. Mr. Amberger emphasized that the minimum course attendance had to be 30-35 people and requested that units contact him to schedule personnel participation in the course.

Mr. Amberger emphasized that training was also required for all employees working within an area with exposure to hazardous materials and/or conditions; such training would next be provided in the DPW Environmental Awareness Training courses scheduled for 14 April and 14 July 2005. Mr. Amberger informed the attendees that additional environmental training, such as Asbestos Brake Pad Training was available upon request. He explained that such courses were conducted as a hands-on one-hour training conducted in the requesting Motor Pools. Mr. Amberger requested that all registrations be forwarded to him for these courses.

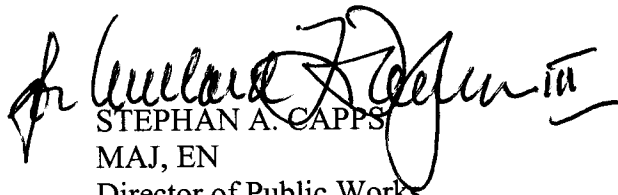
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h. Remediation Program – Mr. Welch informed the participants that the 411th BSB currently has no projects listed on the Army Environmental Database – Compliance Clean-Up (AEDB-CC) but informed the EQCC members that two areas were currently undergoing re-assessment in order to confirm that the areas involved (Building 4226, Tompkins Barracks and the Small Arms Range) are below levels of contamination which would legally require remediation to be performed. At this point, all results have indicated for both of these areas that levels of contamination are well below those requiring clean-up actions to be performed.

2. In closing, Mr. Welch summarized the material discussed in the presentations provided by the DPW Staff and reminded the EQCC that the next meeting would be held at the same location and time on 08 June 2005. Mr. Tafoya then addressed the attendees and requested that they all take time to acknowledge the work performed by the ED on establishing and implementing an EMS that is above and beyond that of the majority of other Army facilities world-wide. Mr. Tafoya wrapped up the meeting by emphasizing the following points:

- a. Tenant units and organizations should avoid stockpiling Hazardous Waste and should continually try to implement methods to avoid or minimize the use of Hazardous Materials.
- b. Each office should utilize Earth Week to recognize those personnel that have over the last year continually shown environmental excellence by awarding them a Certificate of Excellence, a Commander's Coin or other appropriate award or trophy.
- c. Being environmentally proactive can save units resources (such as funding required for emergency clean-up situations which are taken from unit operational budgets); employee health and protect natural resources for the future generations of children;
- d. Recycling should be a main target for all tenant units and organizations, especially during the Earth Week celebrations.

FOR THE COMMANDER:


STEPHAN A. CAPPS
MAJ, EN
Director of Public Works

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1st PERSCOM, Safety & Security

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